



# MUNICIPAL MONTHLY

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**TOWN SERVICES HOTLINE**  
DIAL  
**978-929-6600**

### TOWN SERVICES HOTLINE HOURS OF OPERATION

Monday - Thursday: 8:00 AM - 5:00 PM  
Friday: 8:00 AM - 2:30 PM

### TOWN HALL & HUMAN SERVICES HOURS OF OPERATION

Monday: 8:00 AM - 5:00 PM  
Tuesday: 8:00 AM - 7:30 PM  
Wednesday: 8:00 AM - 5:00 PM  
Thursday: 8:00 AM - 5:00 PM  
Friday: 8:00 AM - 12:00 PM  
Saturday - Sunday: Closed

### ACTON MEMORIAL LIBRARY HOURS OF OPERATION

Monday-Thursday: 9:00 AM - 9:00 PM  
Friday-Saturday: 9:00 AM - 5:00 PM  
Sunday: 1:00 PM - 5:00 PM

*Town Offices will be closed:  
Monday, December 26 - Christmas*

*Have photos taken in Acton? Submit them to [photos@actonma.gov](mailto:photos@actonma.gov) and we'll feature them in future publications.*

## TOWN MANAGER'S UPDATE

The Town Manager's Recommended FY24-33 Capital Improvement Plan was presented at a joint Select Board and Finance Committee meeting on December 5th. This plan presents a \$102 million investment in the community over the next 10 years. For Fiscal Year 2024, the plan incorporates investments consistent with the recently developed [Climate Action Plan](#), a proposal to electrify the Public Safety Facility, advancing the next phase of designing a [new Public Works Facility](#), and following through on an effort to provide body worn cameras for the Police Department. For additional information on the proposed investments, please view the plan online at [actonma.gov/manager](http://actonma.gov/manager).



I am pleased to announce the appointment of Deputy Chief James Cogan as Interim Chief of the Police Department. Deputy Chief Cogan began his career in Acton in 1984 as a Patrol Officer, and has served in numerous capacities, including five years as a Youth Officer. Deputy Chief Cogan has promoted several times to leadership positions, most recently in 2017 as Deputy Police Chief. Deputy Chief Cogan will be replacing Chief Richard Burrows, who will be retiring after 36 years of distinguished service in law enforcement. On behalf of the Town, I thank Chief Burrows for his nearly 10 years of service to the Town, and wish him the best in his retirement.



A friendly reminder to all residents and businesses that the polystyrene and disposable plastic reduction bylaw approved at the 2022 Annual Town Meeting will be effective January 1, 2023. If you have questions, please contact the Health Department at 978-929-6632 or email [health@actonma.gov](mailto:health@actonma.gov).

Finally, on behalf of all Town staff, I wanted to take a moment to wish everyone a safe, and happy holiday season. I am proud of the exceptional work that has been accomplished in 2022, including advancing goals related to environmental sustainability and equity, and providing quality service for the residents of Acton. I look forward to the building upon these successes in 2023.

Sincerely,  
John S. Mangiaratti  
Town Manager

### WINTER PARKING BAN

Residents are reminded that a winter parking ban is in effect from November 1 until April 1. On-street parking is not allowed between the hours of 1:00 a.m. and 6:00 a.m. The parking ban also includes the Municipal Parking areas located behind the W. Acton Fire Station (258 Central St), S. Acton Fire Station (54 School Street), Railroad Street, rail trail terminus at Maple Street, and at the end of Sylvia Street. Your cooperation is greatly appreciated.



### WINTER MAINTENANCE

Please remember that our crews have to travel on snow covered, slippery untreated roads to get here at any hour of the day or night. Please be patient as the crews will be out as soon as possible to begin the snow & ice operations. We are currently experiencing a shortage of plow contractors so our snow & ice operations for sidewalks and roads will take longer than usual. We ask for your patience and understanding.

### FIRE HYDRANTS

Fire hydrants are under the control of the Acton Water District. The Water District asks residents with hydrants in front of or near their property to please clear the snow away from the area so that in an emergency the hydrant will be accessible. Questions regarding snow removal near hydrants should be directed to the [Acton Water District](#) at (978) 263-9107.

### MAILBOXES AND BASKETBALL POSTS & NETS

Mailboxes installed in the Town right of way are placed at the owner's risk. Each mailbox installation should be sufficiently solid to withstand snow-clearing efforts by the Town. It is the responsibility of the owner of the mailbox to clear the snow around the mailbox to assure mail delivery by the U.S. Postal Service, not the DPW or its plow contractors. If the snow banks are too high to shovel, place a temporary box beside the road until the snow has melted enough to allow access to the mailbox. Please check that your mailbox and post are secure and in good condition prior to the snow season. When installing a mailbox choose a suitable location. If you are unsure, check with the postal carrier.

Please remove your basketball posts & nets away from the edge of the road before the snow & ice events. These can cause damage to Town vehicles and also interferes with snow removal operations. The Town cannot be held responsible for damage caused to them.

### SAND AND SALT

A mixture of sand and salt is available to residents (no contractors) at the designated area located at the Highway Division, 14 Forest Road. Please use caution while entering and exiting as vehicles and equipment are prevalent. Please bring your own shovel and container.

More information can be found via the Winter Maintenance publication by [clicking here](#) or by going to the Town Website - Highway Department.

## DOG PARK COMMITTEE SEEKS INPUT

Design of Acton's dog park is in full gear, and the Dog Park Committee would like input from Town residents. Take this brief survey to weigh in on the park's design and amenities. Click [here](#) or enter this URL into your web browser: <https://tinyurl.com/2ce33f4n>

*Responses must be received no later than December 10, 2022.*

## FUEL ASSISTANCE PROGRAMS

**Heat Energy Assistance Program (HEAP)** is a government sponsored program that administered by SMOC in Framingham. Residents must have income at or below 60% of the state median income level.

### Good Neighbor Energy Fund

The Good Neighbor Energy Fund is sponsored through the Salvation Army. This program assists households with incomes within 60-80% of the state median income and not otherwise eligible for other fuel assistance programs.

Household Size	Minimum Income	Maximum Income
1	\$42,412	\$56,548
2	\$55,462	\$73,948
3	\$68,512	\$91,348
4	\$81,562	\$108,748

To inquire about eligibility for either of these programs, or to schedule an appointment please contact the Community Services office at (978) 929-6651 or email [lducharme@actonma.gov](mailto:lducharme@actonma.gov).

## SPREAD JOY AND CHEER THIS HOLIDAY SEASON

Make a difference in a child's life. Opportunities are available to sponsor local children & families in need this holiday season.

Please contact Laura Ducharme, Community Services Coordinator at (978) 929-6651 or [lducharme@actonma.gov](mailto:lducharme@actonma.gov) for more information.

### SERVICES FOR INDIVIDUALS AND FAMILIES UNDER THE AGE OF 60\*

The Community Services Coordinator, Laura Ducharme, provides comprehensive professional social services to town residents under the age of 60. Information and referral resources are provided in conjunction with local, state and federal programs. Confidential assistance is provided in the following categories:

- Connection to resources for basic needs (fuel, food assistance, emergency funds)
- Food Pantry and Food Resource Information - Click [here](#) for more information.
- Assistance with MassHealth, Fuel Assistance and SNAP applications
- Substance Abuse Resource Information for youth/adults
- Crisis intervention, support services
- Assistance with referrals for mental health services
- Assistance with applications for subsidized & affordable housing programs
- Career and legal services resources
- Domestic Violence Resources



# FIRE DEPARTMENT

The Massachusetts Dept of Fire Service recommends:

- Make a fresh cut an inch or two off the bottom of your tree before placing it in the stand. This will help with absorption. **Water a live tree every day.** When the tree becomes dry, discard it promptly.
- Turn off the tree when leaving your house or sleeping and place your tree away from heating sources like fireplaces, woodstoves, radiators or portable heaters. Make sure you don't block your second way out of a room in case of emergency.
- Purchase electric holiday lights that are listed by an approved testing agency and follow the manufacturer's directions.
- Remove your tree soon after the holidays.
- According to the U.S. Fire Administration, one-third of home Christmas tree fires are caused by electrical problems and one-quarter start when the tree is placed too close to a heat source such as a fireplace, woodstove, radiator or space heater.



**WE WISH EVERYONE A SAFE AND HAPPY HOLIDAY SEASON!**



## Santa Ride / Food Drive Itinerary

**Saturday, December 10, 2022 from 9 AM to 3 PM**

9:00 A.M. Oakwood Road and Fernwood Road  
9:15 A.M. 32 Parker Street, Cucurbit Farm  
9:35 A.M. 15 Hillcrest Road  
9:50 A.M. Faulkner Hill Road at High Street  
10:10 A.M. Robbins Street at Heron View Road  
10:30 A.M. Lothrop Road at Spencer  
10:45 A.M. Joseph Reed Lane at Capt. Forbush Lane  
11:05 A.M. Ethan Allen Drive at Black Horse Drive  
11:20 A.M. Duggan Road at Townsend Road  
12:00 A.M. Nashoba Road at Huron Road  
12:15 A.M. Seneca Road at Seminole Road

12:30 A.M. 29 Jackson Drive

12:50 A.M. Musket Drive at Fife & Drum Road  
1:10 P.M. Acton Memorial Library, lower lot  
1:30 P.M. Acorn Park Drive at Walnut Street  
1:50 P.M. 47 Nonset Path (Nagog Woods Post Office)  
2:10 P.M. NARA PARK 25 Ledge Rock Way (Bathhouse)  
2:30 P.M. Bayberry Road at Magnolia Drive  
2:45 P.M. Hosmer Road at Alcott Street

Santa will ride in a vintage 1936 REO fire truck, escorted by the Acton Fire Department. Come one, come all! Be sure to bring your wish list. Santa's helpers will also collect non-perishable food items for the Acton Food Pantry.

## Office Hours: “the planners are in”

The Planning Division announces Planning Office Hours on Mondays from 2-4PM starting on January 9, 2023. Although we welcome anyone to stop by or call at any time we are dedicating these hours to ensure someone is available to help you and answer your planning and zoning questions.

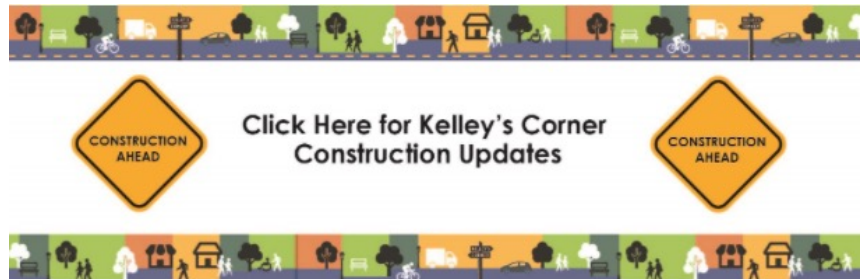


## South Acton Vision & Action Plan

The Town kicked off the South Acton Vision and Action Plan with a town-wide survey to help set a vision for South Acton and help establish priorities for potential new zoning around the commuter rail station. The next public engagement session will be held in late January. Please visit the website for updates about the Town’s [South Acton Vision and Action Plan and 3A Zoning project](#).

## Kelley’s Corner Infrastructure Project

The Kelley’s Corner Infrastructure Project is underway and “moving in positive directions!” Please visit [www.actonma.gov/kc](http://www.actonma.gov/kc) for project updates. Updates are posted bi-weekly. You can find



the project plans, pictures and what to anticipate for the next weeks ahead. The focus of the first phase of the project is tree clearing and retaining wall construction. Please note there is currently a pedestrian detour in order to excavate and prepare for the construction of retaining walls

## Connect Powder Mill Road Project

After a public workshop held on September 28, 2022 and a series of focus groups, the towns of Acton and Maynard have begun to work on draft zoning that reflects the feedback heard through the public engagement sessions. The next step is to review the draft language with the Acton and Maynard Planning Boards at a joint meeting. Follow the project by visiting <https://www.mapc.org/resource-library/powder-mill-road-corridor-initiative/>.



# Concerned about the cost of your utility bills this winter?

## *Get an Energy Bill Check-Up!*

- Understand your utility bill
- Learn how to save on energy costs
- Know if you have a third party energy supplier
- And more!



**Contact us today!**  
**ActonSavesEnergy.org**  
**(978) 574-9010**



*a partner of*



## Struggling to pay your electric or heating bill? We have programs to help.

For more information on these assistance programs, scan the QR code below,  
visit **Eversource.com/billhelp** or call us at **866-861-6225 (Eastern Massachusetts)**  
or **877-963-2632 (Western Massachusetts)**.

We'll work with you one-on-one to find the best program for you.

### Fuel Assistance

If your gross income is at or below 60 percent of the state median income, you may qualify for assistance toward your utility bills.

### New Start

Have your outstanding balance eliminated in as little as 12 months.

We'll establish a monthly budget payment for you based on your usage.

Make your scheduled New Start monthly payment, and a portion of the total balance enrolled in New Start will be eliminated or "forgiven," reducing the amount you owe each month.

### Discount Rate

Customers receiving public assistance benefits and with a household income at or below 60% of the state median income may be eligible for a 36% discount on their monthly electric bill.

Please see income guidelines below and visit **Eversource.com/billhelp** to apply.

### Payment Plans

All customers, regardless of income can pay a past due balance over a period of time.

### Energy Efficiency

Reduce energy use and stay comfortable for less with energy-saving upgrades. You may qualify for 100% off approved insulation and air sealing plus generous rebates on heating equipment and to remove barriers to energy efficiency work.

Visit **MassSave.applytosave.com** to verify your eligibility or contact your local community action agency.

#### 2022-2023 Income Eligibility Guidelines for Assistance Programs (60% of the State Median Income)

Household Size	1	2	3	4	5	6	7	8
Income Level	\$42,411	\$55,461	\$68,511	\$81,561	\$94,610	\$107,660	\$110,107	\$112,554
Household Size	9	10	11	12	13	14	15	16
Income Level	\$115,001	\$117,448	\$119,895	\$112,342	\$124,788	\$127,235	\$129,682	\$132,129

### Other Help:

Massachusetts also has resources available to help residents pay utility bills and rent payments. Contact your local **Rental Assistance Agency** for more information by dialing 2-1-1.

**Good Neighbor Energy Fund** may provide additional financial assistance for overdue utility bills. Visit **MAGoodNeighbor.org**.

Scan here  
for more  
information.



THE LAW ENFORCEMENT TORCH RUN PRESENTS

# ACTON POLAR PLUNGE

Saturday, February 4th, 2023

Nara Park - 25 Ledge Rock Way, Acton, MA

Check in at 10:00 AM Plunge at 12:00 PM

**SIGN UP NOW! LINK IS LIVE!**

[www.PolarPlungeMA.org](http://www.PolarPlungeMA.org)



## WINTER PROGRAMS NOW AVAILABLE

Acton Recreation provides a variety of programs for everyone. We have a lot of new programs that have been added including Penguin Coding, Indoor Pickleball for kids, Super Soccer Stars, Amazing Athletes, art classes for adults and kids, Teddy Bear Workshops, fitness programs, bus trips and more! Be sure to bookmark [actonrec.com](http://actonrec.com) and check back often for updates and new class additions. We're always looking to enhance our offerings and want to know what are you interested in offering or if you have a special talent and are interested in offering a program that would fit well with Acton Recreation, please e-mail us at [recreation@actonma.gov](mailto:recreation@actonma.gov). We want to hear from you!

Registration for programs and calendar of events can be found by visiting [actonrec.com](http://actonrec.com).

## UPCOMING PROGRAMS INCLUDE:

- Adventure Art, Artist in Me, Mini Art --kids programs-- New! with Suni Roy
- Amazing Athletes coming this winter
- American Red Cross CPR, First Aid & AED w/Acton Rec (returning later this fall)
- Barre, Stretch & Strength with Gina new winter classes coming soon!
- Broadway Jazz with Nicole new winter classes coming soon!
- **Bus Trips** Great selection to choose from single day trips to multi-day trips. New 2023 trips to be announced soon! Please e-mail [recreation@actonma.gov](mailto:recreation@actonma.gov) for any questions on bus trips - happy to answer as quickly as possible.
- Winter Cricut & Scrapping Group
- Dance Classes including Kids Musical Theatre Dance, Advanced Musical Theatre Dance, Fairy-tale Disney Dance Class, Lyrical Dance, Beginner Kids Tap and Ballet, Beginner Tap, Jazz for Kids, Teen Jazz - more winter classes coming soon!
- Floral Arrangement Workshop - Holiday Greens! with Cathy Fochtman
- Halloween Cemetery Tour returns! - Forest Cemetery, limited space left!
- Kids Nature Crafts
- Magic Show & Magic Workshop
- Pickleball for Kids (indoors) with Skyhawks this winter!
- School Vacation Days and School Day's Off Program
- Scrapping Group
- Sewing for Teens and Adults
- Skyhawks: T-Ball, Floor Hockey, Pickleball, Hoopster Tots, Multi-Sport and Tots Soccer (Indoor programs)
- Soccer Super Soccer Stars (Indoors)
- Teddy Town Workshops! Afternoon Tea / Hearts and Lots of Love!
- STARTING LATE NOV - NEW LANGUAGE CLASSES - ITALIAN, GERMAN , AMERICAN SIGN LANGUAGE. . .



## FIELDS AND FACILITIES INFORMATION

We are accepting applications for 2023 fields and facilities use. Click [here](#) to access forms, current fees and details. Fees for 2023 will be available in January. The various areas at NARA Park for picnic rentals are extremely popular and it's never too early put your request in.

**Camp Acton:** Is available during the winter months, however, please note that this area will not be plowed during the winter months, nor will there be a portable toilet on-site from Dec. 1 through April 15.

LETTERS FROM SANTA ARE BACK AGAIN BY POPULAR DEMAND!



SEND SANTA YOUR LIST!

# LETTERS FROM SANTA!

Send letters via US postal service, email, or drop-box. Be sure to include your **name & return address** - all responses will be sent via mail. Please sent your letters by December 15th to make sure Santa has time to write back.

**EMAIL LETTERS TO:**

**RECREATION@ACTONMA.GOV**

**DROP-BOX &  
MAIL LETTERS TO:  
ACTON RECREATION  
ATTN: SANTA  
50 AUDUBON DRIVE  
ACTON, MA 01720**

# DIRECTORY OF TOWN DEPARTMENTS

**TOWN SERVICES HOTLINE - (978) 929-6600 | VISIT US ONLINE AT [ACTONMA.GOV](http://ACTONMA.GOV)**

<b>Department</b>	<b>Phone Number</b>	<b>E-Mail</b>
Acton Nursing Services	978-929-6650	<a href="mailto:nursing@actonma.gov">nursing@actonma.gov</a>
Assessor's Office	978-929-6621	<a href="mailto:assessor@actonma.gov">assessor@actonma.gov</a>
Building Division	978-929-6633	<a href="mailto:building@actonma.gov">building@actonma.gov</a>
Cemetery Division	978-929-6642	<a href="mailto:cemetery@actonma.gov">cemetery@actonma.gov</a>
West Acton Citizens' Library	978-929-6654	<a href="mailto:wacl@actonma.gov">wacl@actonma.gov</a>
Collector/Treasurer Office	978-929-6622	<a href="mailto:collector@actonma.gov">collector@actonma.gov</a>
Community Resources Office	978-929-6651	<a href="mailto:lducharme@actonma.gov">lducharme@actonma.gov</a>
Council on Aging	978-929-6652	<a href="mailto:seniorcenter@actonma.gov">seniorcenter@actonma.gov</a>
Economic Development	978-929-6611	<a href="mailto:economicdevelopment@actonma.gov">economicdevelopment@actonma.gov</a>
Engineering Division	978-929-6630	<a href="mailto:engineering@actonma.gov">engineering@actonma.gov</a>
Fire Department	978-929-7722	<a href="mailto:fire@actonma.gov">fire@actonma.gov</a>
Health Division	978-929-6632	<a href="mailto:health@actonma.gov">health@actonma.gov</a>
Highway Division & Transfer Station	978-929-7740 978-929-7742	<a href="mailto:highway@actonma.gov">highway@actonma.gov</a>
Human Resources Department	978-929-6613	<a href="mailto:hr@actonma.gov">hr@actonma.gov</a>
Information Technology Department	978-929-6612	<a href="mailto:it@actonma.gov">it@actonma.gov</a>
Acton Memorial Library	978-929-6655	<a href="http://actonmemoriallibrary.org">actonmemoriallibrary.org</a>
Natural Resources Division	978-929-6634	<a href="mailto:NR@actonma.gov">NR@actonma.gov</a>
Planning Division	978-929-6631	<a href="mailto:planning@actonma.gov">planning@actonma.gov</a>
Police Department	978-929-7711	<a href="mailto:police@actonma.gov">police@actonma.gov</a>
Public Facilities Division	978-929-7744	<a href="mailto:mpo@actonma.gov">mpo@actonma.gov</a>
Public Works Department	978-929-7740	<a href="mailto:highway@actonma.gov">highway@actonma.gov</a>
Recreation Office	978-929-6640	<a href="mailto:recreation@actonma.gov">recreation@actonma.gov</a>
Sustainability Office	978-929-6611	<a href="mailto:sustainability@actonma.gov">sustainability@actonma.gov</a>
Town Clerk's Office	978-929-6620	<a href="mailto:clerk@actonma.gov">clerk@actonma.gov</a>
Town Manager's Office	978-929-6611	<a href="mailto:manager@actonma.gov">manager@actonma.gov</a>
Veterans' Services	978-929-6614	<a href="mailto:vso@actonma.gov">vso@actonma.gov</a>
Acton Water District	978-263-9107	<a href="http://www.actonwater.com">www.actonwater.com</a>